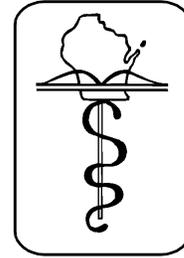


Wisconsin Health Science Library Association



2018 Spring Board Meeting – Final Approved 10-19-18
Tuesday, March 27, 2018
2 P.M. – 3 P.M. Online/phone

Present: Barb Ruggeri, Elissa Kinzelman-Vesely, Jennifer Deal, Michele Matucheski, Trisha Adamus, Brenda Fay, Karen Hanus, Jennifer Schram, Robert Koehler, Liz Suelzer, Dora Davis.
Notes prepared by Secretary Barb Ruggeri.

The meeting was called to order at 2:02 pm by WHSLA President, Michele Matucheski.

1. President’s Report – Michele Matucheski

1) Results of the 2018 WHSLA Election:

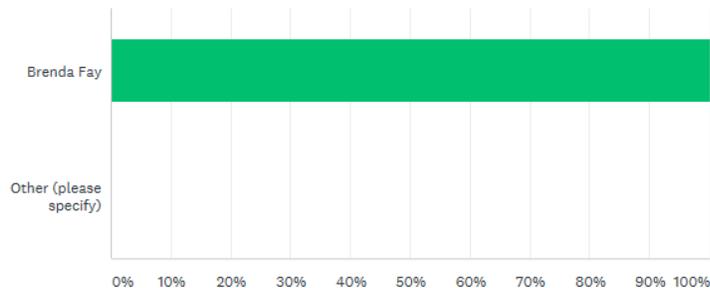
Page 1: Please vote for the following WHSLA Officers for 2018 :

Q1

Customize Export

WHSLA 2018 President Elect [Choose one.] :

Answered: 23 Skipped: 0



ANSWER CHOICES	RESPONSES
Brenda Fay	100.00% 23
Other (please specify)	Responses 0.00% 0
Total Respondents: 23	

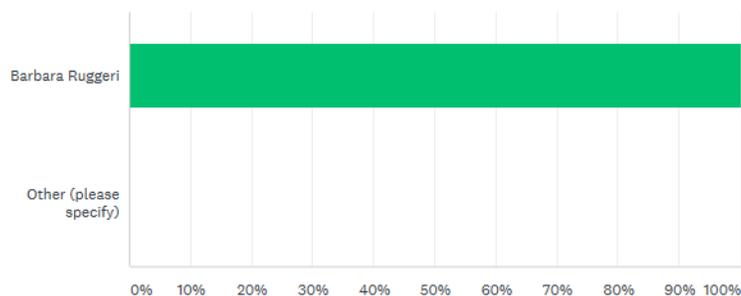
Q2

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WHSLA Secretary [Choose one.]

Answered: 22 Skipped: 1



ANSWER CHOICES	RESPONSES
▼ Barbara Ruggeri	100.00% 22
▼ Other (please specify)	Responses 0.00% 0
Total Respondents: 22	

2) 2018 line-up of officers and Chairs – [Changes]

President Elect - Brenda Fay

Secretary - Barbara Ruggeri

Treasurer - Robert Koehler and Karen Hanus

Professional Development – Dora Davis and Liz Suelzer

- 3) Encouraged Dora Davis, as our new Professional Development Chair, to survey WHSLA to find out what MLA Webcasts people are most interested in, and to work out a process for securing funding either from the GMR or WHSLA so we can offer the programs people want to see. Access to those webcasts is a great benefit of the very economical WHSLA membership dues.

We also recruited Liz Suelzer to co-chair Professional Development with Dora. I'm sure Dora will say more about what's happening in her report.

- 4) Signed memorandum of understanding between WHSLA and MC/MLA about jointly hosting the Annual Meeting in Milwaukee in October 2019. This contract was negotiated by Karen Hanus.
- 5) Wrote WHSLA Member Spotlight as an introduction to your new President. It's posted on the blog.

--Respectfully submitted by Michele Matucheski

2. Professional Development – Dora Davis/Liz Suelzer

WHSLA Professional Development Coordinator Report

Submitted by Dora Davis, WHSLA Professional Development Coordinator

MLA Webinars

In February 2018, Dora sent out a Survey Monkey to try to gauge interest in the MLA webinars for 2018. We had 18 total responses to the survey. Those results were used in mapping out a plan for applications for GMR funding for calendar year 2018.

The GMR will fund one webinar per quarter per organization (2 per state). The funding will cover 25 individual codes for remote viewing which includes CE credits. Our goal is to maximize the number of codes used and so the GMR has asked us to share any extra codes with other organizations in our state. In order to do this, WHSLA will apply for funding for the webinars with the highest response rate on our survey and then share any extra codes with state organizations. (Contacts to include the 2 state consortia presiding officers, Heidi M at UW, Liz S at MCW and Sam Watson at the GMR.)

We have already used our funding opportunity for the 1st quarter, we applied for the first systematic review webinar in February which had the highest number of respondents. There was not enough interest in any other webinars for February but UW and MCW will apply for funding for those and share any extra codes with WHSLA members.

The current plan is to apply for GMR funding on behalf of WHSLA for the following webinars:

Month	Quarter	Title	Votes
12-Jul	2	Aligning the Three Pillars of Effective Instruction: Outcomes, Teaching, and Assessment for Health Sciences Librarians	12
9-Oct	3	From Idea to Reality: Successfully Plan and Promote Library Events	10
7-Nov	4	Using Stories to Support Academic Instruction and Health Education	12

There were four additional webinars that had a higher response rate. I'm asking the board to consider funding 4 webinars for this year. They would be the following:

Month	Quarter	Title	Votes
13-Jun	2	The Basics of Library Project Management	11
5-Sep	3	Critical Appraisal of Quantitative Resources	9
13-Sep	3	Putting the Quality in Qualitative: Tips for Evaluating Qualitative Research Articles	9
12-Dec	4	Why Do We Lead? An Introduction to Values-Based	9

		Leadership	
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A 25 code license for an institutional member to the webinars is \$325. So the total cost to WHSLA would be \$1300 if we are institutional members. If Dora applies for a 25 code license with her personal MLA membership the cost would increase to \$425 per webinar for a total cost of \$1700. An institutional license for WHLA would cost \$325. Dora is looking into whether applying for an institutional membership for WHSLA would be cost effective.

There is also the possibility that another WI organization would have enough codes left over to share with us and we would not have to use WHSLA funds but we should consider having a plan in place to fund if possible.

Coverage for the Professional Development Coordinator Role

Dora will be going on Maternity Leave in late April/early May. Liz Suelzer from MCW has volunteered to co-coordinate professional development with Dora in order to provide coverage while she is out. She began with the March Webinar and will be handling the distribution of codes for WHSLA until Dora returns in late June.

3. Secretary's Report – Brenda Fay Outgoing/ Barbara Ruggeri incoming

WHSLA Fall Board Meeting Minutes of 12/4/17 were presented. No corrections were offered. Robert Koehler motioned to accept the minutes, Liz Suelzer seconded, all approved.

4. Treasurer's Report – Robert Koehler/ Karen Hanus

SPRING BOARD MEETING – MARCH 27, 2018

TREASURER'S REPORT

BEGINNING BALANCE, December 4, 2017	\$21,760.07
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Expenses, December 4, 2017-March 27, 2018

Google Domain & Renewal	\$ 45.28	
WI Nonstock Corp Annual Report	\$ 10.00	
PayPal Charges	\$.25	
	<u>\$ 55.53</u>	<u>\$21,704.54</u>

Income, December 4, 2017-March 27, 2018

Membership	\$ 379.37	
Conference Registration	\$ 30.00	
North-West Consortium Donation	\$ 1,747.76	
	<u>\$ 2,157.13</u>	<u>\$23,861.67</u>

Balance as of March 27, 2018	\$23,861.67
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Submitted by
Robert Koehler
WHS LA Treasurer

Board Discussion: A thank you note to the North-West consortium for the donation of their funds to WHSLA. Michele Matucheski will send.

5. Archives – Karen Hanus

The space changes at MCW are about finished and Karen believes that the materials she has been storing will fit.

6. Membership- Jennifer Schram

We finished 2017 with 38 members. As of March 27, there are 25 members that have joined or renewed for 2018. The PayPal option is working on the website and she has had at least 2 members sign up with it. Discussion of how we can communicate membership benefits. Jennifer will send out a reminder letter to those who haven't renewed and highlight meeting grants, weekly blog, networking, and free access to selected MLA webinars.

7. GMR HSL Focus Group -Trisha Adamus

There will be new funding opportunities from the GMR in May. Trisha will be a review panel and will be scoring evaluations for funding proposals. She will be receiving training.

8. WHSLA/SWHS�/MidwestMLA Joint Meeting Conference Planning-Karen Hanus, Brenda Fay

The memorandum of understanding between WHSLA and Midwest MLA agrees that 50% of profit incurred (if any) from the meeting will go to the Midwest MLA treasury. 25% of meeting profit would go to WHSLA and the remaining 25% of profit would go to SWHSL. If there is a net loss at the meeting, WHSLA not SWHSLA will not be liable for losses. WHSLA/SWHS� members who volunteer will member conference pricing even if they do not join Midwest Chapter of MLA. The Conference Planning Committee consists of:

Planning Co chairs: Karen Hanus, Brenda Fay

Committee Chairs:

Facilities – Karen Hanus

Hospitality/Social – Barb Ruggeri

Program – Brenda Fay

Publicity – Liz Suelzer

Theme: Discover. Connect. Collaboration.

Signed Memorandum is attached to minutes..

9. New Business

A) Do we want a WHSLA Web Conference 2018?

Discussed and decided that we will not have a web conference this year. We may an annual business meeting lunch at a local meeting in the fall.

B) WHSLA Web Master

Michele thanked Brenda for doing a fantastic job of running the website and the blog. But as next the next president in 2019, we should probably have an apprentice to assume the responsibilities. Brenda estimated that it takes about an hour a month to maintain the site. We will invite membership and in the meantime, we are all able to take turns being the blogger.

10. Old Business

A) WHSLA Web Conference Planning Paper Progress

Elissa reports she plans to have a rough draft of the paper for the committee to review by the end of April.

B) Revising of WHSLA Guidelines

The guidelines are in need of revamping to align with our more recent way of doing business and in light of our restructuring. Barb will lead a review with Michele, Karen and Brenda and propose changes.

C) Reminders

Michele reminded everyone of May 1st due date for CE stipend drawing and July 1 for nominations for Library/Librarian of the Year.

Michele Matucheski adjourned the meeting at 3:04 pm.